



Our Hiring Process

GAF has partnered with ASSESS Systems© to provide us with assessment tools to evaluate each applicant's potential for success at GAF.

Assessments

COGNITIVE

We administer one or more of the following cognitive tests for a variety of salaried positions: the Raven's Standard Progressive Matrices, the Thurstone Test of Mental Alertness, and the Watson-Glaser Critical Thinking Appraisal.

Raven's Standard Progressive Matrices:

Measures: The ability to perceive and understand concepts by asking examinees to determine the relationship between a series of figures and identify the figure which will complete the system of relations.

Comments: The Ravens is a word-free measure of intellectual abilities. There's no time limit, but applicants typically take 30 – 45 minutes to complete it.

Thurstone Test of Mental Alertness:

Measures: Flexibility in one's thinking, intellectual quickness, and verbal and quantitative reasoning skills.

Comments: The applicant must be able to quickly "switch gears" back and forth between problem types. This is a good measure of the type of "on your feet" abilities required in many professional jobs. This is a 20-minute timed test.

The Watson-Glaser Critical Thinking Appraisal:

Measures: The ability to evaluate written information to determine whether there is sufficient information available to make a decision, whether appropriate assumptions have been made, or if conclusions logically follow from stated facts.

Comments: It's a high level, formal measure of critical thinking ability and verbal skills. There's no time limit, but applicants typically complete it in 30 minutes.

PERSONALITY

We administer the ASSESS personality survey for many positions. The ASSESS personality survey is an in-depth evaluation of a candidate for a managerial, supervisory or professional position, designed to assist the organization in making selection or promotion decisions. It provides a comprehensive view of the candidate's intellectual abilities, work approach, emotional makeup, interpersonal style, and leadership style and abilities.

Interviewing

Behavioral interviewing helps us learn about your experience and qualifications. For more information on behavioral interviewing, review our "What is Behavioral Interviewing" sheet.

What is Behavioral interviewing?

- Behavioral interviewing is a technique used by employers in which the questions asked assist the employer in making predictions about a potential employee's future success based on actual past behaviors, instead of based on responses to hypothetical questions.
- In behavior-based interviews, you are asked to give specific examples of when you demonstrated particular behaviors or skills.
- General answers about behavior are not what the employer is looking for. You must describe in detail a particular event, project, or experience and you dealt with the situation, and what the outcome was.

Examples of behavioral interview questions:

- Describe a time when you were faced with problems or stresses at work that tested your coping skills. What did you do?
- Give an example of a time when you had to be relatively quick in coming to a decision.
- Give me an example of an important goal you had to set and tell me about your progress in reaching that goal.
- Describe the most creative work-related project you have completed.
- Give me an example of a problem you faced on the job, and tell me how you solved it.
- Tell me about a situation in the past year in which you had to deal with a very upset customer or co-worker.
- Give me an example of when you had to show good leadership.

Responding well to these types of questions:

- The "S.T.A.R." technique is a good approach: Describe the Situation you were in or the Task you needed to accomplish; describe the Action you took, and the Results.
- Be specific, not general or vague.
- Don't describe how you would behave. Describe how you did actually behave. If you later decided you should have behaved differently, explain this. The employer will see that you learned something from experience.

Note: GAF uses no child or forced labor.